

ABSTRACT OF THE DISCLOSURE

There is provided an unopened electronic mail management method that can be implemented only using the function on the receiving side without depending on the specifications of a mail server on the sending side. When unopened electronic mail is managed according to a combination of mail addresses of a recipient and a sender and the unopened electronic mail that satisfies preset conditions (sending source and the time elapsed) exists, the unopened electronic mail is managed in accordance with a two-step notification method of posting to the mail recipient by a previously specified means, such as a telephone and a facsimile system, and posting to a mail sending source if the mail is kept unopened for all that.